County of Albemarle
COMMUNITY DEVELOPMENT/PLANNING

Architectural Review Board
mmaliszewski@albemarle.org
434-296-5832 ext. 3276

FINAL ARB ACTION MEMO

Date: July 17, 2023
Time: 1:00 PM
Meeting Room: Lane Auditorium
Members:
Chris Henningsen, Chair: Absent
Frank Hancock, Vice-Chair: Present
Frank Stoner: Absent
Dade Van Der Werf: Present
Taro Matsuno: Present
Staff:
Margaret Maliszewski
Khris Taggart

CALL TO ORDER: Mr. Hancock called the meeting to order at 1:04 p.m. and established a quorum.

DISCLOSURES: None.

PUBLIC COMMENT: None.

CONSENT AGENDA: None.

REGULAR REVIEW ITEMS

a. **ARB2023-58: Moore's Creek Administration Building**

Location: 695 Moores Creek Lane

Proposal: The proposal includes minor changes to the existing Rivanna Water and Sewer Authority (RWSA) administration building, construction of a 15,000 sq. ft. addition, and associated site improvements on a small portion of the approximately 51.71-acre parcel.

Staff Contact: Khris Taggart
Representative: Steve Davis, Sam Harlow, Brian Bergstrom

Motion: Mr. Van Der Werf moved for approval of the proposal with the conditions listed in the staff report, as follows:

1. Show the locations of all ground- and building-mounted equipment on the site plan and elevations. Show how visibility from the ECs will be eliminated.
2. Confirm that the visibility of the elevator shaft has been considered in the perspective drawings.
3. Provide drawings and/or any other information on the relationship between the solar panels installed on the flat roof and the parapet to clarify visibility of the panels.

4. Add the standard mechanical equipment note to the plan: Visibility of all mechanical equipment from the Entrance Corridor shall be eliminated.
5. Revise the lighting plan to provide cutsheets on the pole- and building-mounted fixtures and add the fixture letters shown in the luminaire schedule to the cutsheets.
6. Clearly identify that the fixtures will have a color temperature between 2000K – 3000K.
7. Revise the lighting plan to show a light loss factor of 1.0 and adjust fc values as needed.
8. Revise the lighting plan to show that fixture heights will not exceed 20' including the base.
9. Revise the landscape plan to key planting species to a plant schedule that includes size at time of planting.
10. Revise the landscape plan to show the proposed interior parking area trees will be 2.5" caliper at time of planting.
11. Revise the landscape plan to note the caliper size of the trees and planting height of the shrubs along the sidewalks near the building addition.
12. Revise the landscape plan to include the standard plant health note: All site plantings of trees and shrubs shall be allowed to reach, and be maintained at, mature height; the topping of trees is prohibited. Shrubs and trees shall be pruned minimally and only to support the overall health of the plant.
13. Revise the site plan to note that the block color for retaining walls will be a muted earth tone.

Mr. Matsuno seconded the motion.
The motion was carried by a vote of 3:0. (Henningsen, Stoner absent)

OTHER BUSINESS

a. Minutes Approval:

Motion: Mr. Matsuno moved for approval of the minutes from the June 20, 2023, ARB meeting.
Mr. Van Der Werf seconded the motion.
The motion was carried by a vote of 3:0. (Henningsen, Stoner absent)

b. Other items from staff or ARB members
Staff reported that the review of the Trading Post BP canopy revealed that some of the other BP stations in the County had made canopy revisions that were inconsistent with the ARB approvals and staff summarized the changes that were made. The ARB agreed that the sites should be returned to the approved condition or should submit an ARB application for review.

c. Next ARB Meeting: Monday, August 7, 2023, 1:00 PM – Lane Auditorium
Mr. Hancock stated that he would not be in attendance on August 7.

ADJOURNMENT
The meeting was adjourned at 1:49 p.m. to the next ARB meeting on Monday, August 7, 2023, at 1:00 p.m.